

FY 2006 REQUEST FOR PROPOSAL

CARL D. PERKINS CORRECTIONS EDUCATION

Duration of Program:

July 1, 2005 through June 30, 2006

Available Funding:

Approximately \$100,000

Eligible Applicants:

School Districts and Postsecondary Institutions that currently provide services, or wish to provide services, for juvenile or adult offenders housed in correctional facilities.

Funding Procedures:

Corrections education proposals must include Part IV of the Local Application for Federal Career and Technical Education Funding with appropriate signatures. A screening committee will review all applications and rate each proposal against program standards, assigning a point total for the proposal. Funds will be awarded on a competitive basis after appropriate committee ranking and recommendation.

Statement of Purpose:

The purpose of a corrections education program will be to provide 1) job-related instruction/service to juvenile and adult offenders who are completing their sentences and preparing for release; and 2) cooperation and collaboration regarding career and technical education services to incarcerated juvenile and adult offenders before and after their release.

Program Criteria/Priorities:

The program shall, in cooperation with eligible recipients:

1. Provide grants for the establishment of career and technical education programs in correctional facilities that currently do not have such programs and that could be a one-time expenditure;
2. Provide services to offenders who are nearing the completion of their sentences and preparing for release.
3. Provide career and technical education programs for incarcerated women.

4. Provide for improvement of equipment for career and technical instruction.
5. Provide career and technical educational placement services.
6. Provide evidence of collaboration with other provider agencies in accomplishing service.

Program Accountability:

1. Program activities shall focus on contributing to accomplishment of the Perkins III core indicators and State adjusted levels of performance described in Section III of the State Plan. Emphasis should be placed on specific job-related aspects such as the following:
 - a. Assessment
 - b. Workplace literacy
 - c. Cognitive problem-solving skills
 - d. Career skills
 - e. Job readiness/ placement
2. Services will be coordinated with correctional facility administration to ensure that participating offenders are in a position to be placed in the job market when the training is completed.
3. The recipient agency shall certify by signature that Carl Perkins funds will be used to supplement funds and programs provided in correctional facilities. Carl Perkins money must **not** supplant current funds. The applicant must explain how the proposal fits within the correctional facility's overall program plan.
4. Evidence of collaborative efforts with other agencies shall be provided.
5. Program objectives shall be written in measurable terms.
6. Applicant narrative shall describe procedures for program review and possible future continuation of services using other resources.
7. The application shall comply with Regional Career and Technical Education Technical Master Plan.

Application Procedure:

Proposals must be submitted on **Part IV "Formula/ Competitive/ Direct Grant Application for Federal Funds"**. Check the Leadership & Development - State Institutions (Corrections) box. Provide a brief abstract, information on needs assessment, objectives, activities, and evaluation of objectives in accordance with appropriate core indicators. Complete the budget section.

All applications resulting from this Request for Proposal must be received by 5:00 p.m. on Friday, May 20, 2005 to:

Dr. Marv Johnson, State and Federal Programs Coordinator
Utah State Office of Education
250 East 500 South
PO Box 144200
Salt Lake City, UT 84114-4200

Program Reporting: Delays in reporting will impact the flow of funds.

The Fiscal Report (Accountability Report Part A) must be completed and submitted with the final Request for Reimbursement form. Final Payments will not be made until Part A has been submitted and accepted.

The Performance Report for this program must be included in the annual performance report (student level data for all required data elements) submitted by the eligible recipient. Grant recipients must work closely with the CTE Director to identify performance accomplishments of this program in each of the Perkins III core indicators and State adjusted levels of performance (see Section III of the State Plan).

Application (Proposal) Review Process:

Proposal will be reviewed by readers selected by the Utah State Office of Education. Selection will be based on the following points:

1. Proposal meets program criteria and standards.
2. Each of the following items will be reviewed for quality:

Abstract	5
Objectives	30
Activities/Services	30
Evaluation	15
Budget	10
Future	10

TOTAL POINTS	100
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For additional information, please contact:

Jeffrey Galli, Corrections Education
Utah State Office of Education
250 East 500 South
PO Box 144200
Salt Lake City, Utah 84114-4200
(801) 538-7989

CORRECTIONS EDUCATION
APPLICATION REVIEW CRITERIA
AND
RATING

	Possible Points	Points
(A) <u>Abstract/Proposal Description</u> : Does the applicant clearly describe a priority program being proposed?	5	_____
(B) <u>Objectives</u> : Are the objectives clearly identified and measurable? Are the objectives clearly related to the Abstract Proposal description?	30	_____
(C) <u>Activities</u> : Are the activities measurable with reasonable time lines designed to meet the proposal objectives?	30	_____
(D) <u>Evaluation</u> : Does the proposal indicate records will be kept and how the monitoring and final accountability report will be conducted? Does the applicant clearly explain how each objective will be measured?	15	_____
(E) <u>Budget</u> : Is the budget reasonable and sufficiently detailed to provide support to meet the needs of applied technology education students in the project?	10	_____
(F) <u>Future</u> : Does the application indicate the procedure and possible commitment for determining continuation or adaptation of grant services beyond the grant period?	10	_____